

PROJECT STATUS REPORT



To:	Sharon Novak	Date: Feb 10, 2006	Y	N
Client:	WA Office of Financial Management			
Project Name:	Grants, Contracts Loans Feasibility Study	On Schedule:	Y	
Prepared By:	Carol Baque	Within Budget:	Y	
Period Covered:	Jan 6, 2006 – Feb 10, 2006	Change of Scope:		N
Activities Completed – Covered Period: Revised use cases and requirements based on agency focus group review; re-distributed Completed non-functional requirements and draft of Definition of Requirements document; distributed User Group, Ecology program staff and Roadmap staff reviewed requirements in the Definition of Requirements document Corresponded with Kreighan and Del on current agency costs and potential benefits Selected sample best of breed product and collected costs Continued to seek information on SAP licensing agreement with the State; awaiting attorney opinions Analyzed use cases against SAP grants capability Collected cost data for SAP implementation Determined the PRISM option to be the same as the custom developed option Did function point count for custom and PRISM options Finalized further changes to Project Plan documents; signed Updated project website Updated project plan				
Activities Planned - Next Period: Revise Definition of Requirements for changes from review; finalize Complete draft of preliminary Business Case document and distribute for review User Group review of preliminary Business Case document Revise preliminary Business Case document; begin revisions for full Business Case document Update project website Update project plan				
Deliverable Status:				
Deliverable	Status	Completion / Approval Date		
Project Plan Document, Schedule, DEDs	Approved	1/20/06 / 2/7/06		
Definition of Requirements	Completed; Revising	2/7/06 /		
Business Case Preliminary Statement	In progress			
Business Case Document				
Alternatives Analysis & Recommendation				
Solution: Conceptual Design				
Solution: Work Plan				
Solution: Risk Plan				
Issues/Notes: It is taking longer for clients to review the requirements because of the volume of information. Because the due date for the Business Case cannot move, we will prepare the preliminary Business Case document based on requirements information as of the beginning of this week. The due date for final completion and approval of the Requirements document will move to next week.				
Management Action Required: Need full information on state SAP licensing				
Attached Documents:				